

RTAUZYUW RUENAAA0949 3572029-UUUU--RUCRNAD

ZNR UUUUU

R 222029Z DEC 00 ZYB MIN PSN 262221J15

FM CNO WASHINGTON DC//N1//

TO NAVADMIN

BT

UNCLAS //N01500//

NAVADMIN 333/00

MSGID/GENADMIN/CNO N1//

SUBJ/CHANGE IN NON-RESIDENT TRAINING COURSE (NRTC) ADMINISTRATION//

REF/A/MSG/CNO/DTIME:022347//

AMPN/REF A IS NAVADMIN 042/00//

POC/DON WARD/CIV/NETPDTC N3B/LOC:PENSACOLA FL/TEL:(805) 452-1688//

RMKS/1. THE NAVAL EDUCATION AND TRAINING PROFESSIONAL DEVELOPMENT AND TECHNOLOGY CENTER (NETPDTC) IS IMPROVING THE NAVY'S NONRESIDENT TRAINING COURSE (NRTC) ADMINISTRATION PROCESS BY SHIFTING COURSE ADMINISTRATION RESPONSIBILITIES FROM INDIVIDUAL COMMANDS TO A CENTRAL SITE AT NETPDTC. PER REF A, NRTCS REMAIN AN ESSENTIAL PART OF EVERY COMMAND'S PROGRAM TO DEVELOP THEIR SAILORS PROFESSIONALLY AND PREPARE THEM FOR ADVANCEMENT. THESE COURSES WILL CONTINUE TO BE READILY AVAILABLE FOR ADVANCEMENT STUDY AND SELF-IMPROVEMENT..

2. AS WAREHOUSE STOCKS OF PAPER NRTCS ARE DEPLETED, STUDENTS WILL ENROLL IN COURSES, BY NAME AND SSN, AT NETPDTC. STUDENTS MAY ENROLL VIA INTERNET, E-MAIL, LETTER, FAX, OR PHONE. UNCLASSIFIED COURSE MATERIAL WILL BE AVAILABLE ON-LINE OR PRINTED ON DEMAND AND MAILED TO THE STUDENT'S COMMAND OR HOME. CLASSIFIED COURSE MATERIAL WILL BE MAILED TO THE STUDENT'S COMMAND. FOR ALL UNCLASSIFIED AND CLASSIFIED COURSES, STUDENTS MAY COMPLETE ANSWER SHEETS FOR ASSIGNMENTS ON-LINE OR MAIL COMPLETED ASSIGNMENTS BACK TO NETPDTC. NETPDTC WILL GRADE ASSIGNMENTS, MAINTAIN REGISTRAR DATA ON EACH STUDENT, AND REPORT RESULTS TO THE STUDENT.

3. THE PROCESS OF SHIFTING RESPONSIBILITY FOR COURSE ADMINISTRATION FROM INDIVIDUAL COMMANDS TO NETPDTC WILL BE PHASED-IN COMMENCING IN JAN 01, AS WAREHOUSE STOCK IS EXHAUSTED. ANTICIPATE FULL IMPLEMENTATION OF THE PLAN TO CENTRALLY ADMINISTER NTRCS AT NETPDTC WILL OCCUR IN CY 02.

4. NETPDTC WILL ANNOUNCE DETAILS, EVENTS, AND PROCEDURES OF THE NEW PROCESS VIA:

A. NETPDTC WEB SITE: WWW.ADVANCEMENT.CNET.NAVY.MIL (ALL LOWER CASE)

B. CATALOG OF NRTCS (NAVEDTRA 12061 PUBLICATION)

C. EXAM NAVADMIN MESSAGES

D. OTHER MEANS AS APPROPRIATE

5. TO FACILITATE THIS CHANGE, THE CHIEF OF NAVAL EDUCATION AND TRAINING IS FORWARDING LETTERS TO COMMANDING OFFICERS AND OFFICERS IN CHARGE, TO BE SHARED WITH COMMAND MASTER CHIEFS, EDUCATIONAL SERVICES OFFICERS, TRAINING OFFICERS, AND CAREER COUNSELORS, OUTLINING THE EXACT PROCEDURES TO FOLLOW DURING THE PHASE-IN PROCESS. AS WITH ANY MAJOR CHANGE TO A PROCESS THAT HAS BEEN IN PLACE FOR MANY YEARS, THERE WILL BE SOME PERIOD OF ADJUSTMENT AS WE BRING THIS NEW PROCESS ON LINE. ANY COMMAND EXPERIENCING PROBLEMS SHOULD CONTACT THE NETPDTC POC IDENTIFIED ABOVE.

6. THIS IMPROVED PROCESS WILL ASSIST IN REDUCING THE ADMINISTRATIVE BURDEN ON INDIVIDUAL COMMANDS WHILE ENSURING THAT THE NTRC PROGRAM REMAINS RESPONSIVE TO SAILORS' NEEDS.

7. RELEASED BY VADM NORB RYAN, JR., N1.//

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